Attorney Docket No.: 31890/1628

IN THE UNITED STATES PATENT & TRADEMARK OFFICE

In re the application of:	William J. Schulz
Serial No.	10/057,850
Filed:	January 25, 2002
For:	PAPER TRIMMER

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to: Assistant Commissioner for Patents, Washington, D.C. 20231, on

April 9, 2002
_____
Date

KATHRYN V. HOWARD
_____
Name

_____
Signature

RESPONSE TO NOTICE TO FILE MISSING PARTS OF APPLICATION

BOX MISSING PARTS
Assistant Commissioner for Patents
Washington, D.C.   20231

Dear Sirs:

Transmitted herewith for completing the filing of the above-captioned patent application is:

1. Signed Declaration/Power of Attorney;

2. Check in the amount of $942,00, $812.00 to cover the filing fee and $130 to cover the surcharge for filing a Response to Notice to File missing parts ;

3. One set of Formal Drawings;

4. An assignment from the inventor to Alterra Holdings Corporation, plus a check in the amount of $40 to cover the cost for recording the assignment.

5. Return copy of the Notice to File Missing Parts; and

6. Return postcard acknowledging receipt of the above items.

The Commissioner is hereby authorized to charge any deficiency or credit any overpayment to Deposit Account No. 06-1450 (duplicate of correspondence enclosed).

Respectfully submitted,

Date: _April 9, 2002_

Marshall J. Brown
Registration No. 44,566

FOLEY & LARDNER
330 North Wabash Avenue, Suite 3300
Chicago, IL 60611
(312) 755-2704

011.1065157.1

UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS
UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/057,850	01/25/2002	William J. Schulz	31890/1628

CONFIRMATION NO. 1580

27433
FOLEY & LARDNER
330 NORTH WABASH AVENUE
SUITE 3300
CHICAGO, IL 60611-3608

FORMALITIES LETTER

OC000000007518653

Date Mailed: 02/22/2002

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

04/23/2002 SMINASS1 00000015 10057850

01 FC:101	740.00 OP	
02 FC:103	72.00 OP	
03 FC:105	130.00 OP	

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
  Applicant must submit $ 740 to complete the basic filing fee for a non-small entity. If appropriate, applicant may make a written assertion of entitlement to small entity status and pay the small entity filing fee (37 CFR 1.27).
- Total additional claim fee(s) for this application is $72.
  - $72 for 4 total claims over 20.
- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of $130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is $ 942.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:

  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

A copy of this notice MUST be returned with the reply.

C. J. Harrison

Customer Service Center
Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE